

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

U.S. Citizenship and Immigration Services

[USCIS Office Address]  
[City, State, Zip Code]

Subject: Attendance for Biometrics Appointment - [Your Case Number]

Dear USCIS Officer,

I am writing to confirm my attendance at the scheduled biometrics appointment related to my [type of application, e.g., Adjustment of Status, Naturalization] application.

My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Case Number: [Your Case Number]
- Appointment Date: [Date of Appointment]
- Appointment Time: [Time of Appointment]
- Location: [Address of Biometrics Appointment]

I understand the importance of this appointment and assure you that I will arrive on time and bring the necessary identification documents as requested in the appointment notice.

Thank you for your attention to my application.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Name]